

*Town of Atkinson  
Board of Selectmen  
Meeting Minutes  
September 7, 2010*

**Open Meeting:**

W. Friel opened the Regular Meeting of the Atkinson Board of Selectmen at 7:02 PM on Tuesday, September 7, 2010 in the Atkinson Town Hall.

**Non-Public:**

**W. Friel made the motion to go into a Non-Public Session under RSA 91A:3 II. (b) to discuss personnel matters. Second: F. Childs. Vote: W. Bennett – yes; F. Childs – yes; W. Friel – yes.**

Selectmen returned from Non-Public Session at 7:30 PM. No decisions were made.

W. Friel opened the Regular Meeting of the Atkinson Board of Selectmen at 7:30 PM on Tuesday, September 7, 2010 in the Atkinson Town Hall. W. Friel led those present in the Pledge of Allegiance.

**Members Present:**

W. Friel, Chairman  
W. Bennett  
F. Childs, Jr

**Others Present:**

T. Dziechowski, Conservation Committee  
S. Killam, Planning Committee  
T. Barbera, IT Committee  
J. Garrity, Town Moderator  
P. Smith, Town Administrator

**Department Heads:**

*Sue Killam: Planning Department*

*Tim Dziechowski, Planning Department and Conservation*

Ms. Killam and Mr. Dziechowski attended the Board of Selectmen's meeting to inform residents of a bi-state project agreement currently underway between the towns of Haverhill, MA and Plaistow, NH referred as; the Haverhill-Plaistow MBTA Commuter Rail Extension. The purpose of this project is to extend MBTA Boston commuter rail service, and relocate Bradford MBTA layover facility to Plaistow, NH. This project will be federally funded through a TIGER II grant application and is supported by the State of NH, Massachusetts Bay Transportation Authority as and Rockingham Planning Commission. There are letters of support from various state and local officials. Ms. Killam and Mr. Dziechowski previewed a site plan identifying certain Atkinson neighborhoods potentially affected by the project. Ms. Killam and Mr. Dziechowski expressed concern for Atkinson residents due to noise, air pollution, and potential impact of Atkinson wetlands. Residents are urged to attend the next Plaistow Planning Board meeting scheduled on Wednesday, September 15<sup>th</sup> at 7:00pm in the Plaistow Town Hall to learn about this project. The Board of Selectmen will be crafting a letter to the

Plaistow Planning Board. Mr. Garrity will speak to a representative from the Air Resources Division at DES to learn more about this project.

**Appearances:**

*Jim Garrity: Town Moderator*

*Deliberative Session*

Discussion occurred around moving the Deliberative Session from Timberlane Regional Performing Arts Center (PAC) to the Dyke Auditorium located in Atkinson Academy.

**W. Bennett made a motion to rescind the previous decision to have the Deliberative Session at the Timberlane Regional PAC or Performing Arts Center and to have the Deliberative Session on February 5<sup>th</sup> at the Dyke Auditorium as has been done in years past. Second: F. Childs. Vote: 3/0/0.**

*Town Elections*

Mr. Garrity began by announcing that the State Primary Election will be held on Tuesday, September 14, 2010 from 7:00 AM – 8:00 PM, at the Atkinson Community Center.

Atkinson residents are encouraged to attend and vote for candidates to run in the November 2, 2010 General Election.

*Dave Williams*

*Comcast Update*

Mr. Williams announced he is currently coordinating with Comcast in updating connections at the Dyke Auditorium at Atkinson Academy.

*Todd Barbera: IT Committee Chairman*

*Microsoft Office Quote*

Mr. Barbera will obtain two copies of Microsoft Office Home and Business 2010 for the Board of Selectman at a price of \$238.00 per copy.

*Business Cards*

Mr. Smith will update the Board of Selectmen's business cards with current cell phone numbers and email addresses.

*Request to Over expend Budget Line*

Mr. Barbera explained he is submitting a request to over expend the hardware line in the budget by approximately \$1,500.00 in order to purchase a new color printer and work station for the Police Department. The color printer costs about \$500.00.

*Computer Room*

Mr. Barbara requested the Board to encumber the equipment room warrant designated for next year. Mr. Barbera explained the warrant is a special warrant and that under RSA 32 section 7, chapter 5, the Board is allowed to vote to encumber the warrant for one additional year. Mr. Smith will provide the Board with a copy of the statute for review and potential vote to encumber the special warrant. Discussion occurred concerning the safety of the Electrical Room as the location for the Town Server.

### **Approval of Minutes:**

*Regular Meeting- July 12, 2010*

**W. Bennett made a motion to approve minutes as submitted for the Regular Meeting July 12, 2010. Second: F. Childs. Vote: 3/0/0.**

*Regular Meeting- July 26, 2010*

**W. Bennett made a motion to approve minutes as amended, for the Regular Meeting July 26, 2010. Second: F. Childs. Vote: 3/0/0.**

*Non-Public (1) August 23, 2010*

**W. Bennett made a motion to approve minutes as submitted for Non-Public Session (1), August 23, 2010. Second: F. Childs. Vote: 3/0/0.**

*Non-Public (2) August 23, 2010*

**W. Bennett made a motion to approve minutes as submitted for Non-Public Session (2), August 23, 2010. Second: F. Childs. Vote: 3/0/0.**

### **Assessing**

*Veteran's Tax Credit – Map 13, Lot 96, 6A*

**F. Childs made a motion to grant a \$250 Veteran's Tax Credit for Map 13 Lot 96-6A, 28 Centerview Road, beginning in 2011. This amount is prorated at 50% because of a 50% financial interest in the trust fund. Second: W. Bennett. Vote: 3/0/0.**

### **Town Administrator Reports**

*NHLGC Insurance*

Mr. Smith provided an update to the Board on the Liability, Workers' Compensation and Unemployment insurances contract with NHLGC. Mr. Smith explained he is awaiting the unemployment rate which should be a 21% savings. The Town currently pays \$7,000 per year as a component of the liability insurance. Mr. Bennett asked Mr. Smith to inquire about how this amount is intertwined with the State's unemployment fund.

*Primex<sup>3</sup>*

Mr. Smith reported that the Liability, Workers' Compensation and Unemployment insurances with Primex<sup>3</sup> need to be cancelled 45 days before December 31, 2010. The Board will make a decision upon receiving all the information.

*Collective Bargaining Training*

Mr. Smith reminded the group that the Collective Bargaining Training has been rescheduled from September 9<sup>th</sup> to December 7<sup>th</sup> at the NHLCG in Concord from 9:00am – 4:00pm.

*Impact Fees*

Mr. Smith announced that, per the Treasurer's report, for the past two years, the Town as given the Timberlane Regional School District \$25,000 in impact fees each year. This year the Treasurer has only made deposits into the account in the amount totaling \$8,500. There is currently \$32,700 in the account.

**F. Childs made a motion to give \$20,000 to Timberlane Regional School District from Impact Fees. Second: W. Bennett. Vote: 3/0/0.**

*Public Hearing*

Mr. Smith announced a public hearing is scheduled on September 27<sup>th</sup> at 7:00pm regarding re-

numbering Coventry Road. Mike Kelleher from E-911 will have an 8 ½ x 11 map of what is recommended for renumbering.

*Hardwood Floors at the Community Center*

Mr. Smith explained he has received 2 bids for this project, one of which in the amount of \$2,304. Discussion occurred concerning money available in the budget. This work should be scheduled after the elections.

**W. Bennett made a motion authorize the recreation maintenance fund to overspend their budget, not to exceed the amount of \$2,304 for the purpose of refinishing the hardwood floors at the Community Center: F. Childs. Vote: 3/0/0.**

*East Road Well*

Mr. Smith reported that the East Road well drilling occurred on 9/7/10. Faxon's Well and Pump is the contractor.

*Volunteer Policy*

Mr. Smith announced that a very comprehensive volunteer policy has been included the Selectmen's package for review. The policy also has the background check and waiver form attached to it and needs to go out to department heads for signature. Every non-paid employee will have to sign this.

*Record Duplication Policy – 91-A Policy*

Mr. Smith announced that per recommendations from the Chair, he has made modifications to the Record Duplication policy and has included it in the Selectmen's package for review. Mr. Smith will need to get the policy out to department heads for signature.

*Department Reports*

*Police Department*

P. Smith reported 32 calls for service from 8/18/10 – 8/25/10. The Police Department submittal is in the Selectmen's Packets.

*Recreation*

A Town trip to a Red Sox game took place on Monday, August 23, 2010. This was the third and final trip to Fenway Park this year. There was a total of 110 tickets with only two unsold. The rain stopped at 7:00pm and the game started on time. Patti Mangini was announced for a volunteer award and had her picture up on the large screen in front of the Fenway Crowd.

1. The Recreation monthly meeting was held on Wednesday, September 1, 2010 at 6:00pm
2. There was a Mohegan Sun Casino Trip where 39 seniors attended.

**Old Business**

*Purchasing Policy and Competitive Bid Process*

Mr. Smith will schedule a workshop for the Selectmen to review and work these topics.

*Police Station Door & Town Hall Back Door*

Mr. Friel will put a packet together including the Police Station Door & Town Hall-Back door as one bid. The Town Hall back door will have a vision panel for security/safety reasons.

*Washington Road*

The Board will need correspondence from the Fire Chief and Police Chief in order to make a decision. Recommendations from 911 and residents have been received. Mr. Smith will put this topic on the agenda for next week.

**New Business**

*Minutes*

**W. Bennett made a motion to reaffirm that the Board of Selectmen requires that minutes from every Board meeting be sent via email to Mr. Smith with proper subject title and date in draft form within 5 days and then final form when accepted. Second: F. Childs. Vote: 3/0/0.**

Mr. Smith will notify all departments via memo.

*Police Department – Public Meeting Request*

Mr. Smith announced that the Police Department has requested a Non-Public to review personnel issues. The Board agreed to meet on September 13<sup>th</sup> at 7:00pm.

*Family Mediation and Juvenile Services Announcement*

Mr. Childs announced that the Family Mediation and Juvenile Services of southern Rockingham County have hired the first Executive Director, Rocylin Porter. Ms. Porter is a licensed Therapist with a Masters Degree in Family Therapy. She will begin her new position on September 7<sup>th</sup>.

**Future Agenda**

- 1 9/11/10 – P. Consentino Dinner – Atkinson Community Center 5pm – 8pm
- 2 9/20/10 – Area Selectmen’s meeting Fremont (confirmed)
  - Mr. Smith will confirm meeting location and time
- 3 9/29/10 – Department meeting – Town Hall 4pm
  - Mr. Smith will send reminder notice to department heads
- 4 12/7/10 – LGC Collective Bargaining Training – Concord
  - next meeting is next Monday

**W. Bennett made a motion to adjourn the Regular Meeting at 9:34pm. Second: F. Childs. Vote: 3/0/0.**

**Respectfully Submitted, Amanda Williams,**

**Chairman W. Friel**\_\_\_\_\_

**W. Bennett**\_\_\_\_\_

**F. Childs Jr.**\_\_\_\_\_